

Confirmation of Mortgage Account Update Request

Date: [Insert Date]

Dear [Customer's Name],

We are writing to confirm that we have received your request to update your mortgage account information.

Details of your request are as follows:

- **Account Number:** [Insert Account Number]
- **Requested Update:** [Insert Update Details]
- **Date of Request:** [Insert Request Date]

Your request is currently being processed, and we will notify you once the update has been completed. If we require any further information, we will reach out to you directly.

Thank you for choosing [Your Company Name]. If you have any questions, please do not hesitate to contact us.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Contact Information]